



**CITY OF BLOOMINGTON**  
**Planning Department**  
**401 N. Morton St., Bloomington, Indiana 47404**



**Phone: 812-349-3423**

**Fax: 812-349-3535**

**Email: [planning@bloomington.in.gov](mailto:planning@bloomington.in.gov)**

**APPLICATION FOR TEMPORARY SIGN PERMIT**

**\* MAKE CHECKS PAYABLE TO THE CITY OF BLOOMINGTON**

Address of Business: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Alternative Phone/Fax: \_\_\_\_\_

Dates of Installation: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

(OFFICE USE ONLY)

Application #: \_\_\_\_\_

Permit Fee: \$55.00

Date Issued: \_\_\_\_\_

Permit Reviewer: \_\_\_\_\_

**A SCALED SITE PLAN IS REQUIRED WITH YOUR APPLICATION.**

In order to receive a **temporary sign permit**, the applicant shall submit a site plan containing the following elements:

1. Scale and North arrow;
2. Location of building(s), driveway(s), and parking area(s);
3. Location of proposed sign(s);
4. Distance between building and sign location;
5. Distance between curb edge and sign location;
6. Location and name of adjacent street frontage(s) if applicable; and
7. Size of proposed sign(s).

**CERTIFICATION**

I am the owner or authorized agent responsible for compliance, and hereby acknowledge the following:

1. I have read this application and all related documentation and I represent that the information furnished is correct.
2. I agree to comply with all City ordinances and State statutes, which regulate construction, land use, and occupancy.
3. Any changes made to sign dimensions or location shall be submitted to the City of Bloomington for review.
4. If any misrepresentation is made in this application, the City may revoke any Permit or Certificate issued based upon this misinformation.
5. No sign installation is allowed until a permit has been issued from the Planning Department.

**Applicant's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

If you have questions about sign ordinance requirements, please call the **Bloomington Planning Department** @ 812-349-3423.